Welcome to tonight's City Council meeting!

The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the Public Hearing portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the Public Comments period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council.

Vision Statement

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life.

AGENDA
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
May 3, 2016
7:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING
Idaho Community Development Block Grant Hearing – Cassia Water Tank

PUBLIC COMMENTS
Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

GUESTS
Tom McLain, Pete Bezy, Don Miller – Habitat for Humanity Building Permit Fee (attachment)

REPORTS
Police/Fire/City Administrator/Economic Development Coordinator/Urban Renewal District

CONSENT AGENDA
1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Treasurer's Report
4. Approval of April 19, 2016 Council Meeting Minutes

OLD BUSINESS

NEW BUSINESS
5. City – Approve Special Event Permit for Selkirk Saddle Club Bull Bash on June 10, 2016 (attachment)
6. City – Approve Special Event Permit for Borders 3 Jamboree Car Show on June 4, 2016 (attachment)
7. City – Approve Parade Permit for American Legion for Memorial Day Parade on May 30, 2016 (attachment)
8. Fire – Declare 1994 Navstar International Fire Engine Surplus Property
9. Fire – Discuss Extrication and Fire Service Boundaries

10. Street – Authorize Expenditure for Fairgrounds Drainage Project (attachment)
11. Electric – Declare Sole Source Provider for Purchase of Electric Meters (attachment)
12. Police – Discuss Drug Task Force Agreement

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 74-206, SUBSECTION 1

(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;
(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student;
(c) To acquire an interest in real property which is not owned by a public agency;
(d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code;
(e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;
(g) By the commission of pardons and parole, as provided by law;
(h) By the custody review board of the Idaho department of juvenile corrections, as provided by law;
(i) To engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement; or
(j) To consider labor contract matters authorized under section 67-2345A [74-206A] (1) (a) and (b), Idaho Code.

ADJOURNMENT

INFORMATION

13. Sewer – Claim for Damage (attachment)
14. Parks – Claim for Damage (attachment)
15. City – Mayoral Proclamation for National Police Week 2016 (attachment)
16. City – AIC Conference in Boise June 22 through June 24, 2016

Notice of Public Hearing on the Status of Funded Activities

The City of Bonners Ferry received an Idaho Community Development Block Grant in the amount of $350,000 from the Idaho Department of Commerce. This funding is allocated to the State of Idaho from the U.S. Department of Housing and Urban Development. These funds are currently being used to construct a 350,000 gallon water tank.

The hearing will include a review of project activities and accomplishments to date, a summary of all expenditures to date, a general description of remaining work and any changes made to the scope of work, budget, schedule, location or beneficiaries.

The hearing has been scheduled for Tuesday, May 3, 2016, 7:00 PM at the Bonners Ferry City Council Chambers, 7232 Main Street, Bonners Ferry, Idaho. Verbal and written comments will be accepted prior to and at the hearing.

The hearing will be held in a facility that is accessible to persons with disabilities. Special accommodations will be available, upon request, five (5) days prior to the hearing in a format that is usable to persons with disabilities. For more information, contact Kris Larson, City Clerk at 208-267-3105.

This Notice can be provided in a format accessible to persons with disabilities and/or persons with limited English proficiency upon request.

Al ser solicitada, ésta notificación puede ser proveída en un formato fácil de usar para personas con discapacidad y/o personas con conocimientos limitados del Inglés.

David Sims, Mayor
City of Bonners Ferry
7232 Main Street
PO Box 149
Bonners Ferry, ID 83805

Publish: April 21, 2016

BUILDING PERMIT AND SIGN APPLICATION **JAMES A. SEWELL & ASSOCIATES, LLC, BUILDING INSPECTORS FOR:**

CITY OF Bonners Ferry **, IDAHO**

LEGAL DESCRIPTION:

Section_____, Township_____, Range_____, SITE ACREAGE:_____

Site Address 6725 (Number) SPOKANE ST (Road Name) LOT 14

OWNER / LEASOR: BOUNDARY COUNTY HABITAT FOR HUMANITY

OWNER MAIL ADDRESS: PO BOX 423 OWNER PHONE: 265-9813 PETE 260-2153

LEASEE MAIL ADDRESS PHONE

CONTRACTOR MAIL ADDRESS PHONE LICENSE #: no contractor Req provided

BUILDING PERMIT #: 8007-008-16

CLASS OF WORK (Check one):	New [X]	Addition [ ]	Remodel [ ]	Change of Use [ ]	Sign [ ]

Describe Work / Use: BUILD NEW HOME

Heating: ELECTRIC Utility Company: BONNERS FERRY

Directions to Site:

SHADED AREA FOR OFFICE USE ONLY:

Type of Const. V-B	Occup. Group:	Division:	# of Units:
# of Stories:	Max Occupancy Load	Fire Sprinklers Req? Yes [ ] No [ ]	
SQUARE FOOTAGE:	1st FLOOR SQ. FT. 1292	2nd FLOOR SQ. FT.	BASEMENT SQ. FT.
GARAGE SQ. FT.	OTHER SQ. FT. Deck 148	SQUARE FOOT TOTAL: 1440	

CONDITIONS: MAINTAIN 20' FROM PORCH TO FRONT PROPERTY LINE

FEES	
Permit Fee:	1178.55
Plan Check Fee:	766.06
Special Fees:	
City Fees:	
Stormwater/Erosion Fees:	
TOTAL:	1944.61
VALUATION OF WORK:	$132,647.40

Parcel #:

Zone District:

Floodplain Zone:

Development Permit #:

NOTICE: SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, MECHANICAL AND PLUMBING. THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED DOES NOT COMMENCE WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED WITHOUT WRITTEN APPROVAL OF THE BUILDING DEPARTMENT. HOWEVER, A PERMIT IS VALID AS LONG AS WORK IS CONTINUOUS.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCES OF CONSTRUCTION.

WILL HEDRICK

Print Name of Owner or Authorized Agent

[signature] 3-25-16

Signature of Owner or Authorized Agent (Date)

APPROVALS

AGENCY:	BY: / DATE:
City Approval:	MK / 3-25-16
Sewage Disposal Permit #:	
ITD:	
DEQ:	
Fire District:	
Other (Specify):	

Application Accepted By: / Date:	Plans Checked By: / Date:	Approved to Issue By: / Date:	Issued Date:
[initials] 3/25/16	4/10/16 [initials]	4/10/16 [initials]	

3/29/16 [initials]

WHITE COPY - BUILDING DEPARTMENT • YELLOW COPY - OWNER • PINK COPY - CITY

CITY OF BONNERS FERRY, IDAHO
APPLICATION FOR CITY SPECIAL EVENT PERMIT
(REQUIRED UNDER ORDINANCE NO. 468)

Date of Application _____

License Issued to: _____

Business Name: Selkirk Saddle Club

Mailing Address: 509 Buckskin Rd Bonners Ferry Id

Physical Address: 509 Buckskin Rd BF Idaho

Phone Number: 208-267-3477

Type of Event: Bull Bash

Dates of Event: June 10th at 7:00pm

Location of Event: B.C. Fairgrounds

Time of Event: 7:00 pm

By application, the applicant shall, waive, indemnify, and hold harmless the City of Bonners Ferry, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorneys' fees, arising out of the permitted activity or the conduct of applicant's operation of the event if such claim (1) is attributed to personal injury, bodily injury, disease or death, or to injury or to destruction of property, including the loss of use there from, and (2) is not caused by any gross negligent act or omission or willful misconduct of the City of Bonners Ferry or its employees acting within the scope of their employment.

The following requirements must be met:

A. If sponsored by a local resident, entity or group, a signed copy of licensee's contract with the local sponsor.
B. Evidence of at least one million dollars ($1,000,000.00) combined single limit liability insurance that names the City as co-insured.
C. A clean-up fee of one hundred dollars ($100.00); all, some or none of which will be returned upon recommendation of the Chief of Police after his inspection of the premises after the organization has left the premises and their permit expired. The foregoing fee is subject to change from time to time by resolution of Council.

Fees and proof of insurance must be provided to the City of Bonners Ferry prior to the event.

Authorized Signature for Applicant LaRae Rice

Printed Name LaRae Rice

Office/Title Secretary

RECEIVED
APR 28 2016
CITY OF BONNERS FERRY

Office Use:

Fee Paid 135.00 Date 4-28-16 Receipt No. 416

Approved By _____ Date _____

CITY OF BONNERS FERRY, IDAHO

APPLICATION FOR CITY SPECIAL EVENT PERMIT

(REQUIRED UNDER ORDINANCE NO. 468)

Date of Application APRIL 27 2016

License Issued to: ROD BENDERS

Business Name: //

Mailing Address: PO Box 2010

Physical Address:

Phone Number: 290.4030

Type of Event: CAR SHOW

Dates of Event: JUNE 4, 2016

Location of Event: MAIN STREET

Time of Event: 6AM — 4:30 PM

By application, the applicant shall, waive, indemnify, and hold harmless the City of Bonners Ferry, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorneys' fees, arising out of the permitted activity or the conduct of applicant's operation of the event if such claim (1) is attributed to personal injury, bodily injury, disease or death, or to injury or to destruction of property, including the loss of use there from, and (2) is not caused by any gross negligent act or omission or willful misconduct of the City of Bonners Ferry or its employees acting within the scope of their employment.

The following requirements must be met:

A. If sponsored by a local resident, entity or group, a signed copy of licensee's contract with the local sponsor.
B. Evidence of at least one million dollars ($1,000,000.00) combined single limit liability insurance that names the City as co-insured.
C. A clean-up fee of one hundred dollars ($100.00); all, some or none of which will be returned upon recommendation of the Chief of Police after his inspection of the premises after the organization has left the premises and their permit expired. The foregoing fee is subject to change from time to time by resolution of Council.

Fees and proof of insurance must be provided to the City of Bonners Ferry prior to the event.

Authorized Signature for Applicant [signature]

Printed Name KEN YOUNT

Office/Title V.P. & Show Chairman

Office Use:

Fee Paid 100.00 Date 4-29-16 Receipt No. 3

Approved By Date

City of Bonners Ferry

Parade Permit Request

Applicant: American Legion
(Organization)

Are you a non-profit: ✓ If yes, non-profit # _____

Do you have insurance for this event: Yes Policy: National American Legion

Address: PO Box 596, B.F. ID 83805

Purpose: Memorial Day Parade

Parade Date: May 30, 16 Time: 10:00 AM

Describe parade route & include sketch: See Attached

* No throwing candy or items from other vehicles (must be handed out)

* No sirens during parade

* No-debris left on street. If animals are to be in the parade there must be someone designated to follow and clean up after them.

Special conditions: _____

I request approval for the above parade, and agree to the terms and conditions. I am an authorized representative of the group making application.

Signature: _____ Title: Past Commander Phone: 208 304 2910

Date of request: 4-15-16 (minimum of 30 days advanced notice required.)

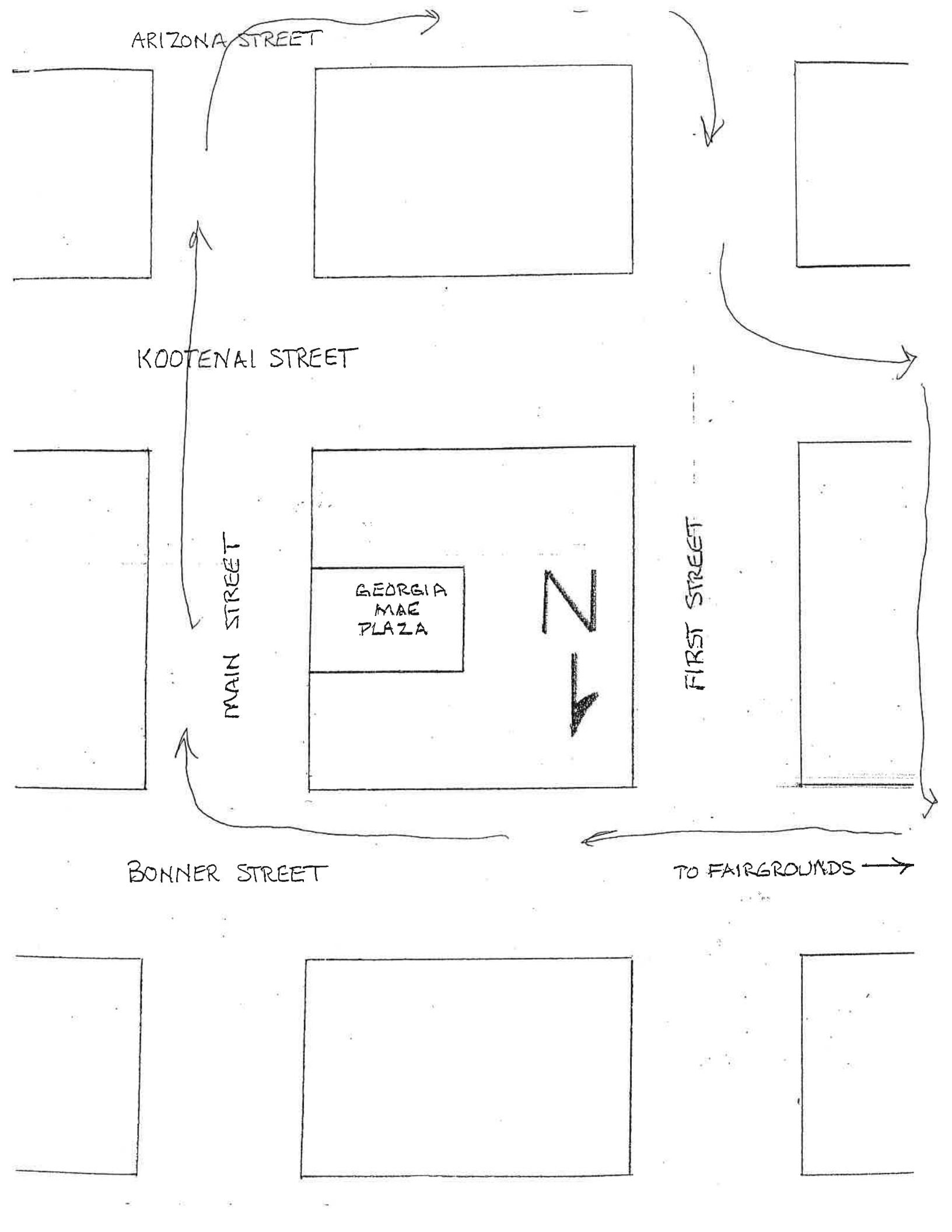
Approved: Chief of Police: Vic Watson Date: 4-18-16

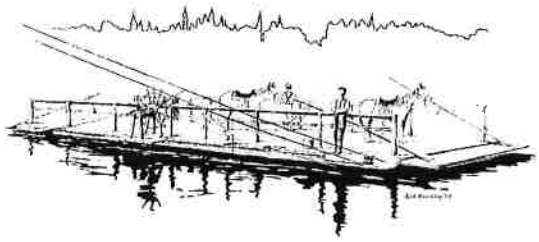
Mayor: _____ Date: _____

Fees Paid:

Special Event Fee $35.00 Waived ____ Paid 4-18-16 Date: _____

Cleanup Fee $100.00 Waived ✓ Paid ____ Date: _____


ARIZONA STREET
KOOTENAI STREET
MAIN STREET
FIRST STREET
GEORGIA MAE PLAZA
N
BONNER STREET
TO FAIRGROUNDS



MEMO

CITY OF BONNERS FERRY
CITY ENGINEER/ADMIN

Date: May 29, 2016
To: City Council
From: Mike Klaus, City Engineer/Admin
Subject: Fairgrounds Storm Drain System

The City and the County have discussed the idea of installing a gravity drain from the fairgrounds to the City's storm drain system. The proposal includes installing approximately 725 feet of 12" drain pipe. The proposed drain pipe system would divert water from the pump station in the middle of the fairgrounds parking lot to a City manhole near the Bonner Street railroad bridge. That City manhole drains by gravity to the river.

The project would also give the City the ability to pump water from the manhole when the river is high. Since this project benefits both the City and the County, I believe that it makes sense to split the cost of the project. City and County staff have discussed the project for several years, and have agreed that if the City purchased the materials that County would be willing to install them. I have estimated that the materials will cost approximately $10,000. I also estimate that the installation is worth approximately $10,000.

For those reasons, I request that the City Council approve the purchase of the materials (up to $10,000) for the storm drain project with the contingency that the County commits to installing the materials for the project.

Thank you,

Mike

Notice

The City of Bonners Ferry hereby publishes notice of intent to award a sole source procurement. This notice is being given pursuant to Idaho Code 67-2808(2)(a)(ii).

The sole source procurement is between General Pacific, Inc. and the City of Bonners Ferry. The City of Bonners Ferry proposes to purchase electrical equipment as follows:

Itron electric meters with enhanced radio transmitters

The City of Bonners Ferry has determined that compatibility of equipment, components, accessories, computer software, replacement parts or service is the paramount consideration and thus warrants sole source procurement.

Any interested vendor may file a challenge to this sole source procurement not more than five (5) working days from the last date of public notice in which any vendor, able to sell or supply the item(s) to be acquired, may notify the City of Bonners Ferry of purchasing, in writing, of his intention to challenge the sole source procurement and briefly explain the nature of the challenge. Notice should be provided to:

City of Bonners Ferry
P. O. Box 149
Bonners Ferry, ID 83805

Please publish: May 12, 2016

NOTICE OF TORT

For Damage or Injury

ATTENTION:

This form is to be completed by the claimant and is a requirement that if used, be presented to and filed with the clerk or secretary of the public entity involved. This form is being provided as a courtesy to assist you in filing your claim. Providing this form to you, is not an admission nor shall it be construed to be an admission of liability or an acknowledgement of the validity of a claim by the political subdivision. Legal requirements for filing claims can be found in the Idaho Code: Title 6, Chapter 9. All claims must be filed promptly and in writing.

Name: Joshua P. Gore – BNSF Railway Co.

Address: 5302 E. Trent Ave. Bldg. 4

City: Spokane State: WA Zip Code: 99212

Address for the Six Months Prior to the Date of the Damage or Injury Occurred:
Same as above

Home Number: ( ) Work Number: (509) 536-2214

Date of Incident: 1-13-2016 Time: 15:00 A.M. or (P.M.)

Location of Occurrence: DOT 058698X

Injuries that Resulted: N/A

Provide a Description of What Happened:
(Please attach any additional information you deem necessary)

Bonners Ferry City employee, backed a city vehicle into a grade crossing signal mast causing damage.

Location: Pine Island Rd., DOT 058698X

RECEIVED

I hereby certify that I have read the above information and it is true and correct to the best of my knowledge.

I hereby make a claim against City of Bonners Ferry, ID (a public entity)

for Property Damage (damage, injury, etc.) in the amount of $11,297.92.

If you were injured and you are on medicare/medicaid, please fill out the following as required by 42 U.S. C. 1395.

Date of Birth N/A

SSN N/A

Medicare/Medicaid Number N/A

Signature: Josh Gore Date: 4-27-16

BNSF RAILWAY

Please make check payable to:
BNSF RAILWAY COMPANY
and return payment to:

4/27/2016

TO: **City of Bonners Ferry, ID**
7232 Main St.
Bonners Ferry , ID 83805

Joshua P. Gore
Sr. Claims Representative
5302 E. Trent Ave. Bldg. 4
Spokane , WA 99212
509-536-2214

RE: **Claim ID: BONNER011316**
City employee Joe Higgins drove into and damaged signal equipment owned and maintained by BNSF Railway Co.

LABOR - ENGINEERING

Straight Hours	Rate	O.T. Hours	Rate	Description	Straight Total	O.T. Total	Total
8.00	$91.21	4.00	$136.82	Asst. Signalman or Asst. Signal Maintainer	$729.70	$547.27	$1,276.97
8.00	$107.72	4.00	$161.57	Signal Maintainer	$861.72	$646.29	$1,508.02
				Subtotal:			**$2,784.99**

MATERIAL COSTS

Qty	Unit Type	Unit Price	Description		Total
1	EA	$191.17	LED, DIALIGHT 12" LIGHT UNIT, HIGHWAY CROSSING RETROFIT, 8-16 VAC/DC, 24" LEADS, W/ GASKET, DIALIGHT PN 433-1R11 -R112-1R00, GE PN 076055-401-30		$191.17
1		$8,321.76	MECH. GATE, MODEL 95, ASSY W/HUBS, 5"MAST, BASE & SIEMENS LIGHTS, W/O GATE , BRKT & ADAPTER, W/O LEDS, ANSALDO X46712901		$8,321.76
				Subtotal:	**$8,512.93**

Total Payment Due: $11,297.92

RECEIVED
CITY OF BONNERS FERRY

NOTICE OF TORT

For Damage or Injury

RECEIVED
APR 2 [illegible] 20[illegible]
CITY OF BONNERS FERRY

ATTENTION:
This form is to be completed by the claimant and is a requirement that if used, be presented to and filed with the clerk or secretary of the public entity involved. This form is being provided as a courtesy to assist you in filing your claim. Providing this form to you, is not an admission nor shall it be construed to be an admission of liability or an acknowledgement of the validity of a claim by the political subdivision. Legal requirements for filing claims can be found in the Idaho Code: Title 6, Chapter 9. All claims must be filed promptly and in writing.

Name: Tremain Albright / Adarah Dancer

Address: 7133 Cedar St

City: Bonners Ferry **State:** Idaho **Zip Code:** 83805

Address for the Six Months Prior to the Date of the Damage or Injury Occurred:

Home Number: (208) 267-7407 **Work Number:** (208) 597-0479

Date of Incident: 4/20/2016 **Time:** 11:50 A.M. or P.M.

Location of Occurrence: Home Address / Carport

Injuries that Resulted: None

Provide a Description of What Happened:
(Please attach any additional information you deem necessary)

City employee mowing & weed eating levee side of Carport that is open. Hit some gopher mounds (see picture) that probably sent Rock through rear window of 2006 Scion. Saw damage & talked to him before he left.

I hereby certify that I have read the above information and it is true and correct to the best of my knowledge.

I hereby make a claim against City of Bonners Ferry (a public entity),

for Window damage of 2006 Scion XB Car (damage, injury, etc.) in the amount of $455.14.

If you were injured and you are on medicare/medicaid, please fill out the following as required by 42 U.S. C. 1395.

Date of Birth _____

SSN _____

Medicare/Medicaid Number _____

Signature: [signature] **Date:** 4/20/2016

Rock Hit
here

Mayoral Proclamation for National Police Week 2016

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Bonners Ferry Police Department, Boundary County Sheriff's Office, and Idaho State Police; and

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and were killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, 252 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 123 officers killed in 2015 and 129 officers killed in previous years; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of law enforcement personnel and that members of our law enforcement agencies recognize their duty to serve the people by safeguarding life and property, by protecting the public against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

NOW,THEREFORE, I, David Sims, Mayor of Bonners Ferry, formally designate May 15-21, 2016, as Police Week in Bonners Ferry, and publicly honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and preserving the rights and security of all citizens.

In witness thereof, I have hereunto set my hand this 28th day of April, 2016.

David Sims, Mayor

Attest:

Kris Larson, City Clerk